# FINANCIAL REPORT WITH SUPPLEMENTARY INFORMATION

Year Ended March 31, 2006

Issue under P.A. 2 of	of 196	8, as amer	JRES REP Ided. Filing is ma	ORT						
Local Governmer	ıt Ty <sub>l</sub>	oe _		Local Governmer				County		<del>_</del>
City X Towr	ıship	Villag	e Other	Township of				Alcon	а	
March 31, 20	006		Opinion Date August 22,	2006	Date Accounta August 22		Submitted to	State:		
We have audited prepared in acc	d the orda	nce with Or Financ	statements the Statemer	of this local unit on the Govern ts for Counties	of governmen nmental Acco	t and rer	landards Bo	ard (GASI	R) and	the Uniform
We affirm that:										
1. We have con	nplie	d with the	e Bulletin for t	he Audits of Loc	al Units of Go	vernmen	t in Michiga	n as revise	ed.	
<ol><li>We are certifi</li></ol>	ied p	oublic acc	countants regi	stered to practic	e in Michigan.	•				
We further affirm the report of con	the nme	following nts and r	g. "Yes" respo ecommendati	onses have beer ons	n disclosed in	the finan	cial stateme	ents, includ	ling the	∍ notes, or in
You must check	the	applicabl	e box for eacl	h item below.						
☐ yes ⊠ no	1.	Certain	component u	nits/funds/agenc	ies of the loca	al unit are	excluded fr	om the fin	ancial	statements.
□ yes 🗵 no		There a		ed deficits in one						
☐ yes ⊠ no	3.	There a 1968, a	re instances o s amended).	of non-complianc	ce with the Uni	iform Acc	counting and	d Budgetin	g Act (	P.A. 2 of
□ yes 🗵 no	4.	The locator its rea	The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.							
□ yes ☒ no	5.	The loca	The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).							
☐ yes ☒ no	6.			en delinquent dis						er taxing
□ yes ⊠ no	7.	and the	pension benef	plated the Constit fits (normal costs redits are more to ').	s) in the currer	nt vear. I	If the plan is	more than	100%	6 funded
□ yes ⊠ no	8.	The loca 1995 (M	l unit uses cro CL 129.241).	edit cards and ha	as not adopted	d an appl	icable polic	y as requir	ed by	P.A. 266 of
□ yes ⊠ no	9.	The loca	ıl unit has not	adopted an inve	estment policy	as requi	red by P.A.	196 of 199	7 (MC	L 129.95).
We have encl							Enclosed	To B Forward		Not Required
The letter of cor	nme	nts and r	ecommendati	ons.			Х			
Reports on indiv	/idua	al federal	financial assi	stance programs	s (program au	dits).				X
Single Audit Rep	oorts	(ASLGU	J).							Х
Certified Public Ac Campbell, Ku Street Address	cour ster	tant (Firm er & Co.,	Name) P.C.							
512 N. Lincoli Accountant Signati	ı, Sı	uite 100 <u>.</u>	P.O. Box 686		City B	Bay City		ate Zi <sub>l</sub>	48707	
Camphi		Kur	tour \$	00 00						

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# CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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#### INDEPENDENT AUDITOR'S REPORT

August 22, 2006

To the Township Board Township of Hawes Alcona County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Hawes, Alcona County, Michigan as of and for the year ended March 31, 2006, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Hawes's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Hawes, Alcona County, Michigan as of March 31, 2006, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of April 1, 2005.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

COMPBELL, KUSTERER & CO., P.C. Certified Public Accountants

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended March 31, 2006

The Management's Discussion and Analysis report of the Township of Hawes covers the Township's financial performance during the year ended March 31, 2006.

#### FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Net assets at March 31, 2006, totaled \$568,079.39 for governmental activities. Overall total capital assets remained the same.

Overall revenues were \$315,871.04 from governmental activities. Governmental activities had a \$17,149.73 increase in net assets.

We did not incur any new debt.

#### OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Township and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Township in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

### **ENTITY-WIDE FINANCIAL STATEMENTS**

The entity-wide statements report information about the Township as a whole using accounting methods used by private companies. The statement of net assets includes all of the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Township are reported as governmental activities. This includes the General Fund, Fire Fund, Road Fund, and the Budget Stabilization.

### MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended March 31, 2006

#### FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Township has the following types of funds:

Governmental funds: All of the Township's activities are included in the governmental category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Township's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Township's governmental activities include the General Fund, the Fire Fund, the Road Fund and the Budget Stabilization.

### FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Our cash position in the governmental activities remains stable.

### FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for most of the Township's governmental services which totaled \$76,799.31.

### CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities invested \$0.00 in capital assets.

The Township has no debt at this time.

### KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents a significant portion of our income.

### CONTACTING THE TOWNSHIP'S MANAGEMENT

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact Rodney Cordes, the Township Supervisor, (989) 736-8460.

### **GOVERNMENT-WIDE STATEMENT OF NET ASSETS** March 31, 2006

ASSETS:	Governmental <u>Activities</u>
CURRENT ASSETS: Cash in bank	
Taxes receivable	544 669 85 22 934 80
Total Current Assets	567 604 65
NON-CURRENT ASSETS: Capital Assets Less: Accumulated Depreciation	4 026 91 (3 552 17)
Total Non-current Assets	474 74
TOTAL ASSETS	568 079 39
LIABILITIES AND NET ASSETS:	000 013 33
LIABILITIES: CURRENT LIABILITIES: Accounts payable	_
Total Current Liabilities	
NON-CURRENT LIABILITIES	-
Total Non-current Liabilities	-
Total liabilities	
NET ASSETS: Invested in Capital Assets, Net of Related Debt	474.74
Unrestricted	474 74 <u>56</u> 7 604 65
Total Net Assets	568 079 39
TOTAL LIABILITIES AND NET ASSETS	568 079 39

#### **GOVERNMENT-WIDE STATEMENT OF ACTIVITIES** Year ended March 31, 2006

		Program Revenue	Governmental Activities
FUNCTIONS/PROGRAMS	Expenses	Charges for Services	Net (Expense) Revenue and Changes in NetAssets
Governmental Activities:			
Legislative	2 280 00	~	(2 280 00)
General government Public safety	55 404 65	20 678 14	(34 726 51)
Public works	91 085 32	-	(91 085 32)
Culture and recreation	148 851 34	-	(148 851 34)
Culture and recreation	1 100 00	<del>-</del>	<u>(1 100 00)</u>
Total Governmental Activities	<u>298 721 31</u>	20 678 14	(278 043 17)
General Revenues:			
Property taxes			000 047 00
State revenue sharing			209 317 20
Interest			69 159 77
Miscellaneous			5 822 75
			<u>10</u> 893 18
Total General Revenues			<u>295 192 90</u>
Change in net assets			17 149 73
Net assets, beginning of year			550 929 66
Net Assets, End of Year			<u>568 079 39</u>

# BALANCE SHEET – GOVERNMENTAL FUNDS March 31, 2006

<u>Assets</u>	<u>General</u>	Fire	Road
Cash in bank Taxes receivable Due from other funds	192 709 66 4 883 12 1 106 40	64 341 77 6 086 89	276 512 02 11 964 79 
Total Assets	198 699 18	70 <u>428 66</u>	288 476 81
Liabilities and Fund Equity			
Liabilities Total liabilities		<u>-</u>	
Fund equity: Fund balances: Unreserved:			
Undesignated Total fund equity	198 699 18 198 699 18	70 428 66 70 428 66	288 476 81 288 476 81
Total Liabilities and Fund Equity	198 699 18	<u>70 428 66</u>	288 476 81

Other Funds	Total
10 000 00	543 563 45 22 934 80 1 106 40
10 000 00	<u>567 604 65</u>
	<u> </u>
10 000 00 10 000 00	567 604 65 567 604 65
10 000 00	<u>567 604 65</u>

### RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS

March 31, 2006

# TOTAL FUND BALANCES - GOVERNMENTAL FUNDS

567 604 65

Amounts reported for governmental activities in the statement of net assets are different because --

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet:

> Capital assets at cost Accumulated depreciation

4 026 91

(3 552 17)

TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES

568 079 39

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS Year ended March 31, 2006

Property taxes   34 672 17   58 888 98   115 756 05   Licenses and permits   2 629 24     3 899 77   State revenue sharing   65 310 00   -   3 899 77   Charges for services – PTAF   18 048 90   -     Interest   3 3617 64   120 00   2 185 11   Miscellaneous   7 970 06   1 900 00   1 023 12   Total revenues   132 148 01   60 908 98   122 814 05   Expenditures: Legislative: Legislative: Township Board   2 280 00   -     -     Espenditures: Legislative: Supervisor   5 438 84   -         Elections   2 170   -       Supervisor   14 175 91   -         Assessor   14 175 91   -         Elections   2 170   -       Assessor   14 175 91   -         Elections   2 160 76   -         Treasurer   14 080 28   -           Edetlety   4 00 00   -       Unallocated   9 999 45   -         Public safety: Liquor law enforcement   1 214 76           Fire protection   78 900 00     Planning and zoning   10 970 56         Public works:   1 100 00   -     Excess (deficiency) of revenues over expenditures   55 348 70   (17 991 02) (19 970 58)   Other financing sources (uses):   Operating transfers in	Revenues:	General	Fire	Road
Licenses and permits		24 672 47	E0 000 00	
State revenue sharing			58 888 98	115 /56 05
Charges for services – PTAF 18 048 90	State revenue sharing		-	-
Interest   3 517 64   120 00   2 185 11			-	3 899 77
Miscellaneous 7 970 6 1 900 0 1023 12  Total revenues 132 148 01 60 908 98 122 814 05  Expenditures: Legislative: Township Board 2 280 00			400.00	<del>-</del>
Total revenues			_	
Expenditures: Legislative: Township Board General government: Supervisor Supe	Total revenues	<u>13</u> 2 148 01		
Legislative:     Township Board	Expenditures:	·		
Township Board   2 280 00   -   -   -   -	·			
General government:   Supervisor   5 438 84   -     -		0.000.00		
Supervisor   5 438 84   -   -   -   -   -		2 280 00	-	-
Elections				
Assessor 14 175 91			-	-
Clerk   8 920 34   -			-	_
Board of Review   2 160 76   -     -		14 175 91	-	-
Treasurer 14 080 28		8 920 34	-	_
Cemetery 400 00		2 160 76	_	_
Cemetery Unallocated 9 969 45		14 080 28	_	_
Unallocated   9 969 45   -   -   -   -   -   -   -   -   -			_	-
Public safety: Liquor law enforcement 1 214 76 - 78 900 00 Pilanning and zoning 10 970 56 - Public works: Highways and streets - 142 784 63 Street lighting 3 951 71 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 - 18 200 00 00 - 18 200 00 00 - 18 200 00 00 - 18 200 00 00 00 00 00 00 00 00 00 00 00 00	Unallocated		_	-
Fire protection Planning and zoning 10 970 56 - Public works: Highways and streets - 142 784 63 Street lighting 3 951 71 Sanitation 2 115 00 Culture and recreation: Parks 1 100 00  Total expenditures 76 799 31 78 900 00 142 784 63  Excess (deficiency) of revenues over expenditures 55 348 70 (17 991 02) (19 970 58)  Other financing sources (uses): Operating transfers in - 11 000 00 - Operating transfers out (41 000 00) - Total other financing sources (uses)  Excess (deficiency) of revenues and other sources over expenditures and other uses 14 348 70 (6 991 02) 10 029 42  Fund balances, April 1 184 350 48 77 419 68 278 447 39	Public safety:	0 000 10		-
Fire protection Planning and zoning 10 970 56 - Public works: Highways and streets - 142 784 63 Street lighting 3 951 71 Sanitation 2 115 00 Culture and recreation: Parks 1 100 00  Total expenditures 76 799 31 78 900 00 142 784 63  Excess (deficiency) of revenues over expenditures 55 348 70 (17 991 02) (19 970 58)  Other financing sources (uses): Operating transfers in - 11 000 00 - Operating transfers out (41 000 00) - Total other financing sources (uses)  Excess (deficiency) of revenues and other sources over expenditures and other uses 14 348 70 (6 991 02) 10 029 42  Fund balances, April 1 184 350 48 77 419 68 278 447 39	Liquor law enforcement	1 214 76		
Planning and zoning Public works:  Highways and streets Street lighting Sanitation Culture and recreation: Parks  Total expenditures  Excess (deficiency) of revenues over expenditures  Operating transfers in Operating transfers out  For a source (uses)  Excess (deficiency) of revenues and other sources over expenditures and other uses  Fund balances, April 1  10 970 56  - 142 784 63  142 784 63  78 900 00			70 000 00	-
Public works:       Highways and streets       -       -       142 784 63         Street lighting       3 951 71       -       -       -         Sanitation       2 115 00       -       -       -         Culture and recreation:       -       -       -       -         Parks       1 100 00       -       -       -         Total expenditures       76 799 31       78 900 00       142 784 63         Excess (deficiency) of revenues over expenditures       55 348 70       (17 991 02)       (19 970 58)         Other financing sources (uses):       -       11 000 00       30 000 00         Operating transfers in Operating transfers out       -       -       -       -         Operating transfers out       (41 000 00)       -       -       -       -       -         Total other financing sources (uses)       (41 000 00)       11 000 00       30 000 00       -         Excess (deficiency) of revenues and other uses       14 348 70       (6 991 02)       10 029 42         Fund balances, April 1       184 350 48       77 419 68       278 447 39         Fund Balances       March 31       100 200 40		10.070.50	78 900 00	
Highways and streets   3951 71   3	Public works:	10 970 56	-	
Street lighting   3 951 71   -   -   -   -   -   -   -   -   -				
Sanitation 2 115 00 -  Culture and recreation:     Parks	Street lighting	- 0.054.74	-	142 784 63
Culture and recreation:     Parks			-	-
Parks		2 115 00	-	-
Total expenditures				
Excess (deficiency) of revenues over expenditures 55 348 70 (17 991 02) (19 970 58)  Other financing sources (uses):  Operating transfers in  Operating transfers out  Total other financing sources (uses)  Excess (deficiency) of revenues and other sources over expenditures and other uses  14 348 70 (6 991 02) 10 029 42  Fund balances, April 1 184 350 48 77 419 68 278 447 39	raiks -	<u> 1 100 00</u>	<del>-</del>	
Excess (deficiency) of revenues over expenditures 55 348 70 (17 991 02) (19 970 58)  Other financing sources (uses):  Operating transfers in	Total expenditures	<u>76 799 31</u>	78 9 <u>0</u> 0 00	142 784 63
Excess (deficiency) of revenues and other uses   14 348 70   184 350 48   17 419 68   1970 58   1970 58	Excess (deficiency) of revenues over			
Other financing sources (uses):  Operating transfers in Operating transfers out  Coperating transfers out  Operating transfers out  Operating transfers out  Coperating transfers out  (41 000 00)  Excess (deficiency) of revenues and other sources over expenditures and other uses  14 348 70  (6 991 02)  Fund balances, April 1  184 350 48  77 419 68  278 447 39  Fund Balances, March 31	expenditures	55.040.70		
Operating transfers in Operating transfers out          (41 000 00)	experiancies	55 348 70	(17 991 02)	(19 970 58)
Operating transfers in Operating transfers out          (41 000 00)	Other financing sources (upper):			•
Operating transfers out       (41 000 00)       11 000 00       30 000 00         Total other financing sources (uses)       (41 000 00)       11 000 00       30 000 00         Excess (deficiency) of revenues and other sources over expenditures and other uses       14 348 70       (6 991 02)       10 029 42         Fund balances, April 1       184 350 48       77 419 68       278 447 39	Operating transfers in			
Total other financing sources (uses) (41 000 00) 11 000 00 30 000 00  Excess (deficiency) of revenues and other sources over expenditures and other uses 14 348 70 (6 991 02) 10 029 42  Fund balances, April 1 184 350 48 77 419 68 278 447 39	Operating transfers out	-	11 000 00	30 000 00
Excess (deficiency) of revenues and other sources over expenditures and other uses 14 348 70 (6 991 02) 10 029 42  Fund balances, April 1 184 350 48 77 419 68 278 447 39	Total other financing accuracy (			
sources over expenditures and other uses       14 348 70       (6 991 02)       10 029 42         Fund balances, April 1       184 350 48       77 419 68       278 447 39         Fund Balances, March 31       400 300 48	Total other illiancing sources (uses)	(41 000 00)	<u>11 000 00</u>	30 000 00
sources over expenditures and other uses       14 348 70       (6 991 02)       10 029 42         Fund balances, April 1       184 350 48       77 419 68       278 447 39         Fund Balances, March 31       400 300 48	Excess (deficiency) of revenues and other			
uses       14 348 70       (6 991 02)       10 029 42         Fund balances, April 1       184 350 48       77 419 68       278 447 39         Fund Balances, March 31       400 300 48       77 419 68       278 447 39	SOURCES OVER expenditures and other			
Fund balances, April 1 184 350 48 77 419 68 278 447 39		4404075		
Fund balances, April 1	4000	14 348 70	(6 991 02)	10 029 42
Fund Balances March 31 400 000 40 77 4 19 60 278 447 39	Fund halances April 1		,	
Fund Balances March 31	und balances, April 1	<u>184 350 48</u>	<u>77</u> 419 68	278 447 39
198 699 18 70 428 66 288 476 84	Fund Ralangon Mariet 24		<u></u>	
	Tunu balances, March 31	198 699 18	70 428 66	288 476 81

Other Funds	Total_
-	209 317 20
	2 629 24
-	69 159 77
-	18 048 90
<u>-</u>	5 822 75
	<u>10 893 18</u>
	315 871 04
-	2 280 00
-	5 438 84
-	21 70
-	14 175 91
-	8 920 34
-	2 160 76
-	14 080 28
-	400 00
-	9 969 45
**	1 214 76
	78 900 00
	10 970 56
-	142 784 63
-	3 951 71
-	2 115 00
	2 113 00
-	1 100 00
	298 483 94
-	17 387 10
-	41 000 00
	(41 000 00)
<u>-</u>	17 207 40
	17 387 10
10 000 00	<u>550 217 55</u>
10 000 00	567 604 65

# RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES Year ended March 31, 2006

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS

17 387 10

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities, these costs are allocated over their estimated useful lives as depreciation

these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense
Capital Outlay

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES

17 149 73

# NOTES TO FINANCIAL STATEMENTS March 31, 2006

### Note 1 - Summary of Significant Accounting Policies

The accounting policies of the Township of Hawes, Alcona County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

#### Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Hawes. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

### Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

# Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

# NOTES TO FINANCIAL STATEMENTS March 31, 2006

# Note 1 - Summary of Significant Accounting Policies (continued)

#### Governmental Funds

#### General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

#### Special Revenue Funds

These funds are used to account for specific governmental revenues requiring separate accounting because of legal or regulatory provisions or administrative action.

#### Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

### Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

#### Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

#### Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

#### Property Taxes

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2005 tax roll millage rate was 3.4498 mills, and the taxable value was \$60,424,760.00.

#### Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

# NOTES TO FINANCIAL STATEMENTS March 31, 2006

### Note 1 - Summary of Significant Accounting Policies (continued)

#### Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$1,000.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Equipment 5 years

Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

Post-employment Benefits

The Township provides no post-employment benefits to past employees.

#### Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### Accounting Change

Effective April 1, 2005, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

A Management's Discussion and Analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.

Government-wide financial statements (Statement of Net Assets and Statement of Activities) prepared using the full accrual accounting for all the Township's activities have been provided.

Capital assets in the governmental activities column of the Statement of Net Assets include net assets totaling \$474.74.

### Note 2 - Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

- Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
- The proposed budgets include expenditures as well as the methods of financing them.

# NOTES TO FINANCIAL STATEMENTS March 31, 2006

# Note 2 - Budgets and Budgetary Accounting (continued)

- 3. Public hearings are held to obtain taxpayer comments.
- The budgets are adopted at the activity level by a majority vote of the Township Board.
- The budgets are adopted on the modified accrual basis of accounting.
- 6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
- The adopted budgets are used as a management control device during the year for all budgetary funds.
- 8. Budget appropriations lapse at the end of each fiscal year.
- The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

### Note 3 - Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated one bank for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

Carrying Amounts

Total Deposits

544 669 85

Amounts in the bank balances are without considering deposits in transit or uncleared checks.

# NOTES TO FINANCIAL STATEMENTS March 31, 2006

### Note 3 - Deposits and Investments (continued)

	Bank <u>Balances</u>
Insured (FDIC) Uninsured and Uncollateralized	105 000 01 439_744 09
Total Deposits	<u>544 744 10</u>

The Township of Hawes did not have any investments as of March 31, 2006.

#### Note 4 - Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

Governmental Activities:	Balance 4/1/05	Additions	Deletions	Balance 3/31/06
Equipment	4 026 91			4 026 91
Total	4 026 91	-	-	4 026 91
Accumulated Depreciation	(3 314 80)	(237 37)		(3 552 17)
Net Capital Assets	712 11	(237 37)		474 74
<b>5</b>			<del></del> -	

#### Note 5 - Pension Plan

The Township has a defined contribution pension plan covering all elected officials. The Township contributes an amount of each employee's annual salary to the plan. Pension expense for the fiscal year ended March 31, 2006 was \$2,221.32.

### Note 6 - Deferred Compensation Plan

The Township does not have a deferred compensation plan.

### Note 7 - Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

### Note 8 - Building Permits

The Township of Hawes does not issue building permits. Building permits are issued by the County of Alcona.

# NOTES TO FINANCIAL STATEMENTS March 31, 2006

### Note 9 - Interfund Receivables and Payables

The amounts of interfund receivables and payables are as follows:

Fund	Interfund <u>Receiva</u> ble	<u>Fund</u>	Interfund Payable
General	1 106 40	Current Tax Collection	1 106 40
Total	1 106 40	Total	1 106 40

# Note 10 - Transfers In and Transfers Out

For the fiscal year ended March 31, 2006, the Township made the following interfund transfers:

<u>Fund</u>	Transfers in	<u>Fund</u>	Transfers Out
Fire Road	11 000 00 30 000 00	General General	11 000 00 30 000 00
Total	41 000 00	Total	41 000 00

# TOWNSHIP OF HAWES Gladwin County, Michigan

### BUDGETARY COMPARISON SCHEDULE – GENERAL FUND Year ended March 31, 2006

	Original Budget	Final		Variance with Final Budget Over
Revenues:	Dudget	<u>Budget</u>	Actual	<u>(Under)</u>
Property taxes	33 500 00	34 771 00	04.070.47	
Licenses and permits	2 500 00	2 480 00	34 672 17	(98 83)
State revenue sharing	65 000 00	65 310 00	2 629 24	149 24
Charges for services-PTAF	15 000 00	16 740 00	65 310 00	4 000 00
Interest	500 00	2 927 00	18 048 90	1 308 90
Miscellaneous	9 920 00	9 837 00	3 517 64 7 970 06	590 64 (1 866 94)
Total revenues	126 420 00	132 065 00	<u>13</u> 2 148 01	83 01
Expenditures:			<u></u> _	
Legislative:				
Township Board	0.040.00			
General government:	2 310 00	2 627 00	2 280 00	(347 00)
Supervisor	F 540.00			
Elections	5 540 00	5 439 00	5 438 84	(16)
Assessor	300 00	22 00	21 70	(30)
Clerk	14 000 00	14 177 00	<b>14 1</b> 75 91	(1 09)
Board of Review	8 690 00	9 024 00	8 920 34	(103 66)
Treasurer	1 170 00	2 209 00	2 160 76	(48 24)
Cemetery	14 005 00 18 700 00	14 515 00	14 080 28	(434 72)
Unallocated		12 167 00	9 969 45	(2 197 55)
Public safety:	500 00	400 00	400 00	-
Liquor law enforcement	1 220 00	4.045.00		
Planning and zoning		1 215 00	1 214 76	(24)
Public works:	12 070 00	<b>1</b> 1 <b>0</b> 70 00	10 970 56	(99 44)
Street lighting	4 000 00	4 000 00		
Sanitation	2 615 00	4 000 00	3 951 71	(48 29)
Culture and recreation:	2 0 15 00	13 100 00	2 115 00	(10 985 00)
Parks	300 00	1 100 00	<u>1 10</u> 0 00	
Total expenditures	0F 400 00		1 100 00	<del></del>
<del>-</del>	85 420 00	<u>91 065 00</u>	<u>76 799 31</u>	<u>(14 265 69)</u>
Excess (deficiency) of revenues				
over expenditures	41 000 00	41 000 00	55 348 70	14 348 40
Other financing sources (uses):				
Operating transfers out	(41 000 00)	(41,000,00)	/ <b>/ / /</b>	
Total other financing sources (uses)	(41 000 00)	(41 000 00) (41 000 00)	(41 000 00) (41 000 00)	
Excess (deficiency) of revenues and				
other sources over expenditures				
and other uses				
	-	-	14 348 70	14 348 70
Fund balance, April 1		<u> </u>	184 350 48	<u>184 350</u> 48
Fund Balance, March 31				104 000 40
= - and balance, watch 31		-	198 699 18	198 699 18

### BUDGETARY COMPARISON SCHEDULE – FIRE FUND Year ended March 31, 2006

Revenues:	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Property taxes Interest Miscellaneous	56 000 00 100 00	56 000 00 100 00	58 888 98 120 00 1 900 00	2 888 98 20 00 1 900 00
Total revenues	<u>56 1</u> 00 <u>00</u>	56 100 00	60 908 98	4 808 98
Expenditures: Public safety:				
Fire protection	<u>84</u> 100 <u>00</u>	<u>84 100 00</u>	<u> 78 900 00</u>	(5 200 00)
Total expenditures	<u>84 100 00</u>	84 100 00	78 900 00	(5 200 00)
Excess (deficiency) of revenues over expenditures	(28 000 00)	(28 000 00)	(17 991 02)	10 008 98
Other financing sources (uses): Operating transfers in Total other financing	11 000 00	11 000 00	<u> 11 000 00</u>	
sources (uses)	11 000 00	11 000 00	11 000 00	
Excess (deficiency of revenues and other sources over				
expenditures and other uses	(17 000 00)	(17 000 00)	(6 991 02)	10 008 98
Fund balance, April 1	<u> 17 000 00</u>	<u> 17 000 00</u>	<u>77 419 68</u>	60 419 68
Fund Balance, March 31			70 428 66	70 428 66

### BUDGETARY COMPARISON SCHEDULE - ROAD FUND Year ended March 31, 2006

Revenues:	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Property taxes State revenue sharing Interest	111 500 00 - 500 00	111 500 00 - 500 00	115 756 05 3 849 77 2 185 11	4 256 05 3 849 77 1 685 11
Miscellaneous  Total revenues	1 000 00	1 000 00	1 023 12	23 12
Expenditures:	<u>113 000 00</u>	<u>113 000 00</u>	122 814 05	9 814 05
Public works: Highways and streets	143 000 00	<u>143</u> 000 00	440 704 75	
Total expenditures	143 000 00	143 000 00	142 784 63 142 784 63	(215 37)
Excess (deficiency) of revenues over expenditures	(30 000 00)	(30 000 00)	(19 970 58)	(215 37) 10 029 42
Other financing sources (uses): Operating transfers in Total other financing	30 000 00	30 000 00	30 000 00	
sources (uses)	30 000 00	30 000 00	30 000 00	
Excess (deficiency of revenues and other sources over				
expenditures and other uses	-	-	10 029 42	10 029 42
Fund balance, April 1			278 447 39	<u>278</u> 447 <u>39</u>
Fund Balance, March 31	<u>-</u>		288 476 81	288 476 81

### CURRENT TAX COLLECTION FUND STATEMENT OF CHANGES IN ASSETS AND LIABILITIES Year ended March 31, 2006

<u>Assets</u>	Balance 4/1/05	Additions	<u>Deductions</u>	Balance 3/31/06
Cash in Bank and Investments <u>Liabilities</u>	700 43	<u>1 704 031 59</u>	<u>1 703 625 62</u>	1 106 40
Due to other funds Due to others	700 43	205 501 00 1 498 530 59	205 095 03 1 498 530 59	1 106 40 —————
Total Liabilities	700 43	<u>1 704 031 59</u>	1 703 625 62	1 106 40

### CAMPBELL, KUSTERER & CO., P.C.

#### CERTIFIED PUBLIC ACCOUNTANTS

MARK J. CAMPBELL, CPA KENNETH P. KUSTERER, CPA 512 N. LINCOLN AVE. - SUITE 100 PO. BOX 686 BAY CITY, MICHIGAN 48707 TEL (989) 894-1040 FAX (989) 894-5494

# AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

August 22, 2006

To the Township Board Township of Hawes Alcona County, Michigan

We have audited the financial statements of the Township of Hawes for the year ended March 31, 2006. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

# <u>AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED</u> STATES

We conducted our audit of the financial statements of the Township of Hawes in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."

To the Township Board Township of Hawes Alcona County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

#### SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies are described in Note 1 to the financial statements.

#### OTHER COMMUNICATIONS

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

#### **GASB 34 IMPLEMENTATION**

The Governmental Accounting Standards Board issued a new reporting model for governmental units which was required to be implemented for the fiscal year ended March 31, 2006. The implementation of this pronouncement for the Township of Hawes began with the year ended March 31, 2006. The daily operations and recording transactions did not change significantly, however, the Township is required to maintain additional records for the year end adjustments to the final presentation format.

# COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY

Our procedures disclosed the following conditions that we would like to bring to your attention:

#### SEGREGATION OF DUTIES

A separation of duties between persons who authorize transactions and persons who have control over the related assets does not always exist.

The least desirable accounting system is one in which an employee is responsible for executing the transaction and then recording the transaction from its origin to its ultimate posting in the General Ledger. This increases the likelihood that intentional or unintentional errors will go undetected. In most cases, adequate segregation of duties substantially increases control over errors without duplication of effort.

We understand that due to the size of needed staff, a proper segregation of duties may be impractical and the "cost to benefit" relationship may not justify the addition of accounting staff to accomplish the desired segregation.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31. 2006.

To the Township Board Township of Hawes Alcona County, Michigan

#### **SUMMARY**

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

CAMPBELL, KUSTERER & CO., P.C.

Certified Public Accountants